

REQUEST FOR ISSUE / TRANSFER / TURN-IN

1. (X one)

☐

ISSUE

☐

TRANSFER

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TURN-IN

2. DELIVERY DATE (YYYYMMDD)

3. TO:

a. LOCATION

b. CUSTODIAN CODE:

5. REQUEST NUMBER

6. DOCUMENT NUMBER

7. PRIORITY

4. FROM:

a. LOCATION

b. CUSTODIAN CODE:

8. ACCOUNTING AND FUNDING DATA

(1) ITEM NO.	(2) ASSET ID	(3) ITEM DESCRIPTION / NAME	(4) STOCK NUMBER	(5) SERIAL NUMBER	(6) MANUFACTURER	(7) MODEL	(8) UNIT OF ISSUE	(9) REQUESTED QUANTITY	(10) RECEIVED QUANTITY	(11) UNIT PRICE	(12) TOTAL COST
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